

North Berwick Board of Selectmen Minutes December 2, 2014

**NORTH BERWICK BOARD OF SELECTMEN MINUTES
DECEMBER 2, 2014**

Present: Chairman Danforth, Selectman Galemmo, Selectman Drew, Selectman Cowan

Absent: Selectman Folsom

Also Present: Dwayne Morin, Lorinda Hilton, Shirley Barto, Matthew Qualls, Kristen Marchant, Lynn Manley, Julie Fernee, Claudy Boy

Chairman Danforth called the meeting to order at 6:32 pm.

1. Pledge of Allegiance

2. Review and Approve Minutes of November 18, 2014

Dwayne Morin stated that he had changed one thing on Page 8 under the Planning Board section. The sixth sentence currently reads, “Specifically they would like to have construction stabilization mats or roads built...”. He changed it to read, “Specifically they would like to have construction stabilization entrances built...”.

Selectman Cowan stated that on Page 3 under the first paragraph of Public Input, the fifth sentence should be reworded. It currently reads: “He stated that he read the Planning Board minutes where it states that they are requesting some changes to the Zoning Ordinance where it would be required to obtain a conditional use permit to have animals from the Planning Board.” It should read: “He stated that he read the Planning Board minutes where it states that they are requesting some changes to the Zoning Ordinance where it would be required to obtain a conditional use permit from the Planning Board to have animals.”

Selectman Galemmo motioned to approve the minutes of November 18, 2014. Selectman Cowan seconded the motion. VOTE: 4-0

3. Public Input

Matthew Qualls stated that he had completed an application to become a Planning Board member and he was wondering what the process was from this point. Dwayne Morin stated that his application is being presented to the Board of Selectman tonight for consideration.

There was no other public input at this time.

4. Unfinished Business:

A. Budget FY16: Continuing Discussion on Budget

Dwayne stated that he had contacted the owner of the property of the building on the corner to find out what he was asking for the property. The owner would not give him a price. He said that he would not be receptive to selling it to the Town unless he was able to review whatever the project was that the Town would want there. Selectman Cowan asked what the assessed value of the property is and Dwayne stated that it was \$159,100. Selectman Cowan asked if they should have any concerns with the safety of the building. Dwayne stated that the Code Enforcement Officer had been there recently and the building is actually structurally sound. He stated that the only problem that they had with the building was the two chimneys and they have removed both chimneys from the outside of the building. Selectman Cowan asked if they had any recourse in terms of the appearance of the building, especially since it is in such a public place. Dwayne stated that the only recourse they had is if there was a sanitary or health issue or a structural issue. There are none of these issues at this time.

Selectman Drew asked if there had to be a complaint before a structure is deemed safe or not. Dwayne said no. If they come across something, they will take care of it.

B. Maine Community Foundation: Discuss Possible Grant Projects

Dwayne stated that the Board was supposed to think of some possible projects that they may want to use the additional funds. He has received several emails from the Maine Community Foundation to see if we have decided on anything yet. Selectman Drew stated that he has heard many positive comments regarding the new holiday banners. He asked how difficult it would be to get permission to hang a flag on some of the other poles. Dwayne stated that it is a little difficult because we would need to get permission from both the electric company and the telephone company. Selectman Drew stated that his recommendation would be to have seasonal banners and get permission from the electric and telephone companies to put some on more poles. He stated that there are a lot of gaps in between the ones that have the banners now. Dwayne stated that having seasonal banners would be a good project. He stated that somebody in the office had mentioned about having one of the banners with the Town seal on it. Selectman Cowan stated that she would like to see a design that promoted the agrarian nature or history of the Town. Dwayne stated that the one thing that they would have to do if they wanted to put them on more poles, is to have more of the custom made poles that they currently use. He is sure that he could probably have the same person who made the other ones do some new ones.

They are custom made and cannot be found anywhere else. They are stronger than any commercial holder that you can get.

Selectman Drew motioned to move forward with the proposal to Maine Community Foundation to obtain seasonal banners. Selectman Galemme seconded the motion. VOTE: 4-0

Reminders: Next Board of Selectmen's Meeting – December 16, 201 – 6:30 pm Municipal Building

5. New Business:

A. Conservation and Agricultural Commission: Review Bylaws and Directive

Dwayne put together some bylaws for the Conservation and Agricultural Commission and had sent them to the Board about a week ago to review. He took the existing Conservation Commission bylaws and added an Agricultural component to it. He stated that they had talked at the last meeting about the number of members that should be on the Commission. Dwayne stated that on the original bylaws it does not list any alternates. It is a 7 member Board with one of the positions reserved for the Tree Warden. Our Tree Warden is Dave Parker. Dwayne asked the Board if this is what they want to keep for numbers. He said that he has also not spoken with Dave Parker yet about the new Commission. He stated that he listed four general duties. They are as follows:

1. The Commission shall at a minimum meet every month and shall keep records of its meetings and activities to be filed with the North Berwick Town Clerk and shall make an annual report to the town to be published as part of the annual town report, and may employ such personnel as may be approved by the town manager. A quorum of 4 members will be required.

2. The Commission shall conduct research and make recommendations as to the protection, development and use of the natural resources located within the territorial limits of the town. It shall coordinate its activities with existing municipal agencies, commissions, departments, and conservation/agricultural bodies organized for similar purposes (i.e. Great Works Regional Land Trust) and may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which it deems necessary with the approval of the Board of Selectmen.

3. The Commission shall review all town policy and ordinances with the purpose of making recommendations to the Board of Selectmen to promote agriculture in North Berwick as a way to provide jobs and food for the people of North Berwick. This review should be done in reference to the Town's Comprehensive Plan. The Committee shall coordinate its activities with existing municipal agencies, commissions, departments, and conservation/agricultural bodies organized for similar purposes to develop specific proposals and ordinance changes to be presented to the Board of Selectmen.

4. The Commission shall make recommendations to carry out the conservation and agricultural implementation strategies outlined in the approved Comprehensive Plan. All

recommendations shall be coordinated with municipal agencies, commissions, departments, and conservation/agricultural bodies organized for similar purposes. Final recommendation shall be submitted to the Board of Selectmen for their review.

Dwayne stated that a lot of the remainder of the bylaws are some that were already part of the Conservation Commission. The Inventory of Lands has the following conditions:

1. The Commission shall prepare and maintain an Inventory of Town-Owned Land, as directed by the Board of Selectmen, and shall update the inventory from time to time, but at least every three years. The inventory shall identify Town-owned real property, including easements and other interests in land, and shall reference any deed restrictions or covenants limiting the use of said land.

2. The Commission shall solicit comments from the Board of Selectmen; Land, Parks, Recreation Commission and the Planning Board regarding the properties contained in the Inventory, and they shall provide those comments, in writing, to the Commission before the Inventory or updates are submitted to the Board of Selectmen.

3. Upon approval by the Board of Selectmen, the Inventory shall be filed in the Town Clerk's Office. The Town Clerk shall provide copies of the Inventory to the Town Manager, the Planning Board, Land, Parks and Recreation Commission and the Code Enforcement Office.

Dwayne stated that they would basically have three classification of lands which would have to meet three objectives. The three objectives are as follows:

1. Preserve and enhance Conservation or Open Space opportunities, including but not limited to critical natural resources, water resources, groundwater resources, fisheries and wildlife habitats.

2. Preserve and enhance Agriculture opportunities, including but not limited to prime agricultural soils and forested lands.

3. Provide the public with opportunities for non-intensive traditional, typically non-motorized, outdoor recreation activities, which are dependent on the presence of undeveloped natural features. Non-intensive traditional outdoor recreation activities include hiking, snowshoeing, skiing, fishing, hunting, birding, picnicking, photography, and orienteering.

Dwayne stated that when they recommend things to the Board of Selectmen, then it needs to go to Town Meeting for approval.

Dwayne stated that the next section was Management of Conservation and Agricultural Lands. This is anything that is designated would be the responsibility of the Commission to manage those lands. Part of this would be for the Commission to draft policies on how to manage those lands. They read as follows:

1. Land designated as “conservation land or agricultural land” shall be managed to preserve the objectives specified section C.1 of this Article. Non-intensive traditional outdoor recreation activities shall be encouraged, provided that these activities do not significantly impair the purpose of sustaining wildlife, providing open space opportunities, providing agricultural opportunities or threaten public safety. The Town may provide amenities or improvements, such as parking areas, trails, shelters or other small improvements on conservation and agricultural lands to facilitate use for non-intensive traditional outdoor recreation activities.

2. The Commission shall draft a policy regarding the Town’s management of conservation and agricultural lands and submit the policy to the Board of Selectmen for review and approval.

3. The Town may cut trees on conservation and agricultural lands only if there is no significant overall impairment of wildlife habitat, open space or agricultural opportunity. In the case of donated lands, logging will take place only if consistent with the intent of the donor. Logging activity will proceed according to a management plan approved by the Town Tree Warden and placed on file with the Town Clerk.

Dwayne stated that it does stated that we can cut trees because a lot of towns do not allow tree cutting when they are conserving land. He stated that it is actually beneficial for lands to do targeted tree removal.

Dwayne stated that the next section is Acquisition and Donations of Additional Land, Easements or Funds. It reads as follows:

1. The Commission, on a continuing basis, shall identify conservation and agricultural lands for town acquisition. The Commission, at least thirty (30) days prior to making any recommendations pursuant to this section to the Board of Selectmen, shall solicit input from the Board of Selectmen, Land, Parks and Recreation Commission and Planning Board. The Commission is authorized to negotiate for the acquisition of lands or easements for conservation and agricultural purposes in conjunction with the Town Manager. During negotiations, the Commission shall make clear that Town Meeting approval is necessary to conclude the acquisition of any land or easement. Once the lands have been identified and terms negotiated, the Commission shall present the details to the Board of Selectmen who shall decide whether the project is to be forwarded on to the Town Meeting for approval.

2. The Town may accept donations of land, funds or easements for conservation, agricultural or park purposes, which may come with restrictions affecting the future use of the donation. Any such restrictions are to be reflected in the inventory prepared by the Commission. The Board of Selectmen vote on accepting any donation of land, funds or easements that is subject to restrictions on the development or use of the donated lands, funds or easements shall make specific reference to the restrictions.

Dwayne went on to read Article 3 – Conflict with Other Departments/Positions. It states:

Nothing in these bylaws shall be construed to conflict with or usurp any duties, powers, or functions of the Conservation/Agricultural Commission nor the powers and duties conferred upon the town tree warden pursuant the 30-A M.R.S.A. § 3282.

Dwayne stated that he also included in the packets tonight, the Town's current Real Estate Inventory. It lists the land that is currently owned by the Town and what the land is being used for. The Town owns about 382 acres of land. He also included a list of the Town related parcels which show land that has some interest to the Town such as the school property with 186 acres, historical site property with about 4 acres, sanitary property with about 172 acres, water property with about 209 acres and Great Works property with about 387 acres.

Dwayne stated that he also included an excerpt from the Comprehensive Plan on all of the pertinent issues that the Conservation and Agricultural Commission would need to work on. These include recreation and open space, water and critical natural resources, and agricultural and forestry policies. Selectman Cowan stated that it was a very good overview of the areas that need to be considered with this Commission. Chairman Danforth stated that the Commission has a lot of work ahead of them. Dwayne agreed and stated that it is mostly because they have not had anyone doing it for quite some time.

Dwayne asked the Board about the number of people to be on this Commission. He stated that it currently states 7 with one of the positions being the Tree Warden. Chairman Danforth stated that he does like the idea of have a Tree Warden because he feels that this would bring quite a bit of knowledge to the Commission. Selectman Galemme asked if it was listed that Dave Parker was the Tree Warden. Dwayne stated that he is appointed every year. Dwayne stated that they have not even advertised yet and he has received quite a few applications.

Selectman Drew motioned to accept the new Conservation and Agricultural Commission Bylaws and leaving the membership number as seven with one position being the Tree Warden. Selectman Cowan seconded the motion. VOTE: 4-0

Dwayne stated that the next step is to advertise for members so he needs to know what sort of time frame to put on this application process. He said that he would post it on our website and put something in the Sentinel. Selectman Cowan stated that she would like to get the process initiated as soon as possible. She asked what the usual timeline is for applications. Dwayne stated that usually the appointments start in January, but he does not think that they will have a Commission in place but the beginning of January. He believes that he will get a lot more applications than there are positions available. The Board will have to establish some sort of screening process. He is assuming that the Board will want to interview the applicants. He stated that if they say that the applications need to be in by the beginning of the year, than this will give him about a month to get ads out. The Board can then look at applicants during the month of January.

Selectman Cowan motioned that they start taking applications for the Conservation and Agricultural Commission with a deadline date of December 31, 2014. Selectman Galemme seconded the motion. VOTE: 4-0

Dwayne stated that he will put together seven notebooks with all of the information that the Commission will need. Selectman Cowan would like to recommend that Dwayne be present at the Commission's first meeting. She feels that he could provide the basic information that the members would need to know in regards to procedures with being on a committee. Dwayne stated that he could do so. Dwayne also stated that once the Commission is ready to go, they should meet with the Board of Selectmen to get a directive.

B. Computers: Review Proposal for Virtual Server Hardware and Service

Dwayne talked about the virus called Cryptolocker that had attacked our computers. He stated that it is the worst virus that is out there. It attacks all of the data and holds the data ransom. He stated that a number of other towns were hit the same week that we were. He stated that the virus comes in completely undetected and is a time release virus. He stated that we were lucky because it came in on one of our stand alone PC's and when it came in, it started with our data directories. When we finally found the virus and corrupted data, we thought that it had just happened. He stated that we do three sets of backup at three different locations. He figured that they could just go back and restore the previous day's data but still had an issue. They had to go back over a week. He stated that it started encrypting on our archived folders and then went into our current folders. That is why it was not noticed right away. Dwayne stated that they charge you \$500 for a code key which unlocks just one folder. He stated that September was the first month that Cryptolocker was out and when Interpol tracked to where there money was going for that month, they had made \$24 million. He stated that they estimated that this was just 3% of the total number of people that they actually infected.

Dwayne stated that we backup three separate ways. We have offsite cloud backups as well as onsite. We also have mirrored servers. He stated that we were able to restore about 95% of our data. He stated that all of our critical data goes offsite to a cloud backup anyway so that made it easier for us. Selectman Cowan asked if we now had protections in place to prevent this from happening again. Dwayne stated that they do not right now. Selectman Cowan asked what kind of data was lost. Dwayne stated that it was mostly pictures.

Dwayne stated that we currently have two major backups. We have mirrored servers which means that we have two hard drives and one server. If one of the hard drives becomes defective than we can just add the data from the good drive to a new hard drive without losing anything. We also have an external backup as well as a cloud backup. All of the critical data such as financial data is done by cloud backup. Dwayne asked our computer company what could be done to prevent this from happening. He was told that you cannot prevent it but you can make it so it is a lot easier. Dwayne said that for them to recover the data, was very expensive. He said that he has not received the bill yet but he knows it will be costly. He stated that they had to literally pull the data out bit by bit in order to retrieve it. The backups had become corrupted because it took over a week for them to find out that they had a virus. The computer company is recommending a new product which creates a virtual server. We would always have a virtual server of what we have now saved offsite. It is a real time virtual server and is basically a picture of our server. Dwayne stated that it takes a snapshot of our server and sends it offsite which includes all of our data. They keep one week's worth of data backup. If our computer gets hacked again, you take the plug off your server and plug it into this machine. This machine

will keep on working while you fix your server so you don't lose a beat. It can be run off a Cloud backup or adding another local server. There are two options. One is called Alto 2 and the other is called Siris. Lyle from the computer company is recommending the Siris because the Alto is limited to 500 Gig. Dwayne stated that the data that we would be saving is currently at 248 Gig and this will grow. Lyle is concerned that if we limit ourselves to 500 Gig, at some point we would have to go to the Siris anyway. He stated that the Siris starts off with 500 Gig but can go up to 16 terabytes. Dwayne stated that the cost for the Alto 2 is \$199 up front and \$179 per month. He stated that the Siris is more up front because the Alto is a box which is basically just a communication port, but the Siris is an actual computer or another server. This is an \$1890 up front and \$155 per month. He stated that we can lock in at that price for 5 years. Chairman Danforth said that this will not guarantee that every time that you backup data you are not backing up corrupted data. Dwayne stated that there is always that potential. He stated that right now they will have spent over \$11,000 to recover our data. Dwayne stated that they need to decide whether they wait and pay for it when something happens or pay for it now before something happens. Dwayne stated that they will guarantee the box for 3 years. They will sell you an additional 2 year warranty to make a 5 year warranty. Selectman Galemme asked if they had the money in the emergency fund and Dwayne stated that this is where they would have to take it from.

Selectman Galemme motioned to get the Siris 5 year plan and take the money out of our emergency fund. Selectman Cowan seconded the motion. VOTE: 4-0

C. Cemetery Trustees: Request to Amend By-Laws

Dwayne stated that he met with one of the Cemetery Trustees this week. He stated that they had a Board meeting and discussed adding an upper urn garden at Hillside Cemetery. Right now there is not a lot of opportunity for cremation remains. Our current by-laws state that you cannot have more than two remains in a plot. We are now seeing more burying of urns instead of burying of bodies. They would like to create an Upper Urn Garden where they would sell 5' x 4' plots that you can put four urns in at a cost of \$1,000 per plot. Dwayne stated that the Board of Selectmen need to approve and then there needs to be two Public Hearings prior to the by-laws being changed. The Trustees would like to do the Public Hearings the last meeting in January and the first meeting in February which can be done before the Selectmen's meetings.

Selectman Galemme motioned that they concur with the change to the by-laws and will hold Public Hearings on January 20th and February 3rd.

Dwayne commented that he recommend that they remove the price of the plots from the By-laws. He stated that every time they would want to change the number, they would have two Public Hearings to allow the change. He stated that they will change it to state the price will be according to the fee schedule.

Selectman Galemme motioned to accept the by-laws and Public Hearing dates with the correction of omitting the cost of the plots. Selectman Cowan seconded the motion. VOTE: 4-0

Selectman Cowan asked if there are any regulations regarding how they determined this by-law change. Dwayne stated that they follow the funeral guidelines.

D. William Hill Fire Fighters Association: Request to Approve Bingo for 2015

Dwayne stated that every year the Fire Fighters Association request that the Board of Selectmen authorize the playing of Bingo within our community for the ensuing year.

Selectman Cowan motioned to authorize the playing of Bingo for 2015 by the Fire Fighters Association. Selectman Galemme seconded the motion. VOTE: 4-0

E. Planning Board: Member Applications and Renewals

Dwayne stated that there were a couple of issues to discuss in regards to the Planning Board. The first thing is in regards to the Proposed Zoning and Street Design Ordinance Changes. Dwayne stated that when the Selectmen met with the Planning Board at the last meeting, they discussed possible zoning and ordinance changes for the upcoming year. Dwayne stated that one of the changes that he and Larry Huntley wanted to bring forward is regarding stabilized construction entrances for construction sites and lumber operations. There will need to be two changes in order to bring this forward. Under 5.2.7 Timber Harvesting, the following paragraph would be added:

4. All logging operations conducted in the Town of North Berwick will be required to install a stabilized construction entrance designed pursuant to the Street Design and Construction Standards Ordinance for the duration of the logging operation.

The next part of the change would be to the Street Design and Construction Standards Ordinance section. Under 2.3 Construction hours and standards; inspections, the following paragraph would be added:

D. A stabilized construction entrance shall be required for all construction sites and logging operations whenever vehicles are entering or leaving a construction site or logging operation from a public right-of-way and there is a risk of transporting mud or sediment onto the paved roads.

The stabilized construction entrance shall be constructed as follows:

Width: shall be a minimum of 12 feet but not less than the full width of the points where ingress and egress occurs. At sites where traffic volume is high, the entrance should be wide enough for two vehicles to pass safely. Flare the entrance where it meets the existing road with a minimum 15 foot radius.

Length: shall be a minimum length of 50 feet or four (4) times the circumference of the largest construction vehicle tire whichever is greater, except on a single-residence lot where a 30 foot minimum shall apply.

Depth and Aggregate: the minimum depth of the aggregate shall be 8 inches in depth and composed of crushed aggregate greater than 2 inches but smaller than 4 inches (AASHTO #1 Aggregate).

Geo-textile Fabric: It is recommended that a geo-textile fabric be installed under the aggregate.

Drainage: Runoff from the entrance shall be drained to a sediment trap or sediment basin and the installation of a temporary culvert may be required depending on the ditching requirement of the street.

Maintenance: The entrance shall be maintained in a condition that prevents the tracking and flow of sediment onto the public right of way. All materials spilled, dropped, washed, or tracked from vehicles onto roadways or into storm drains shall be removed immediately. When necessary, vehicle wheels should be cleaned to remove the sediment prior to entrance onto the public right-of-way.

Trapped sediment shall be removed from the site or stabilized onsite and prevented from entering storm drains, ditches or waterways. Disturbed soil area resulting from the removal shall be permanently stabilized. The entrance may be removed after final site stabilization is achieved.

Dwayne stated that he wanted to discuss the part about the Geo-textile fabric. He said that in his research, some of the states required it and some of them recommended it. The Board members feel that it should be required. Chairman Danforth stated that there are two types of fabric. There is woven and non-woven. He feels that it should be non-woven. The statement will be changed to read: "Geo-textile Fabric: It is required that a geo-textile non-woven fabric be installed under the aggregate."

Selectman Cowan motioned to set forth the proposal with recommended changes. Selectman Galemмо seconded the motion. VOTE: 4-0

Dwayne stated that the Planning Board will be working on a couple of proposals also. They will be working on the granite curbing vs the concrete curbing and on the definition of an external vs internally lit sign.

Dwayne stated that there are two members that are up for reappointment. They are Rick Reynolds and Barry Chase. Rick Reynolds letter is included in the packet and Barry Chase will be submitting his this week. Their terms expire December 31, 2014. Dwayne stated that they also have one application from Matthew Qualls for the Planning Board alternate position.

Selectman Galemмо stated that there was a lot of discussion about balance on the Conservation and Agricultural Commission. He feels that they need balance on the Planning Board. The direction and some of the statements made really bothered him. He would like to table the reappointments and advertise for new members because he thinks they need to get a balance of members on there. He feels that the current Planning Board is dismissive of the desires of the residents and seem to put the desires of the businesses and corporations coming into this town above the residents. Chairman Danforth and Selectman Drew stated that they do not see it that

way at all. Chairman Danforth stated that the applicants have both been serving for quite some time and have dedicated a lot of their time. Selectman Drew stated that Rick Reynolds has been involved in things for 25 years in this town and he said that when he hears him talk, he agrees with what he has to say. Selectman Galemmo stated that the Selectman appoint these people and it their job to make sure that these Boards are moving in a direction that is what the residents in this town want. He does not see that on the Planning Board right now. He feels that they are extremely one-sided and dismissive of the needs of this community. He feels that they need to make some changes. Chairman Danforth stated that in looking at the one circumstance that has come up, he feels that Selectman Galemmo is making conclusions. He stated that these guys have given lots of years absolutely serving the residents in the Town and granting approvals for things that needed to be reviewed. He said that just because there was one or two things that the Board of Selectmen disagreed with them on, you don't take them and throw them out. Selectman Galemmo feels that it is more than just one or two things. He feels that it is the general atmosphere. He feels that the notion that we can't do things or create zoning regulations that might cost a company too much money, even though it creates a situation that the residents of the Town don't like is not right.

Selectman Cowan stated that the one problem that bothered her was the fact that the Planning Board wanted to bring up the sign issue again. She stated that at Town Meeting, the voters made it very clear that they did not want internally lit signs in the town. Yet, there were still some Planning Board members that wanted to revisit the issue. She did state that she feels that they have a vehicle for dealing with any proposals that they bring forward that the Selectmen disagree with. She understands Selectman Galemmo's perspective that it is a very pro-business Planning Board. She is not saying that that is a negative thing, but if the Selectmen feel that there is any over reach, they have a mechanism in place to control that. She also agrees that it is healthy for the Town to have personnel on these Boards that come from a variety of perspectives. Selectman Galemmo stated that the Selectmen deciding who gets appointed is part of that control mechanism. It is not just waiting for things to come here and voting on their Ordinances individually. It is creating a Board that we think reflects the desires of the residents of the Town. Selectman Cowan stated that she is concerned with the appearance of that. When you have people that have put in the time and effort to serve on the Board, it would concern her that they would just dismiss somebody from those Boards without some just cause as to why they shouldn't be there. She stated that from a fairness perspective, somebody that wants to serve and has put in the time and effort and then to just get dismissed from the Board without some just cause behind that, other than the fact that we don't like where they are coming from in terms of their opinions would not be right. She feels that they have a way to counteract anything that they don't feel they agree with. Selectman Galemmo stated that he does respect the fact that they have given their time and worked on this but, in the end, we are elected by the residents of this community and we have a duty to represent them. He stated that if we have a Board that is not functioning in a manner that isn't keeping with what the residents want, he feels that it is the Selectmen's duty to do something about it. He feels that the Board is far too one sided.

Chairman Danforth completely echoes what Selectman Cowan stated. He said that when you get into taking someone who is a volunteer and wants to serve on a Board and has gone through our screening, has been serving and you are arbitrarily making a decision by saying that the Board is not balanced and the person will not be reappointed is not a good thing. Selectman Galemmo

stated that he takes exception that this arbitrary. He states that in the past, the way they have appointed people to the Boards is with very little questioning about where they come from and what they do. He stated that it is tough but as a Board, they need to start doing their job. Chairman Danforth stated that are they going to have no reappointments and continue to have vacancies on these Boards. When you have people that are willing to serve, but because the Selectmen don't think they fulfill the philosophy that we are surmising is what the town wants, they can no longer serve. Chairman Danforth asked Selectman Galemme if he can say that he knows what the majority of the citizens of the Town want. Selectman Galemme stated that he feels that he has a pretty good feel for it.

Selectman Cowan stated that her concern is that if the Selectmen get into the vetting of people, even though she knows that it is something that they are allowed to do, the appearance of that would be off putting to a lot of people. She feels that they do have other ways of managing the recommendations that come from that Board. She is concerned with taking on the role of choosing how we want people to be on those Boards. She feels that the intent of having Boards is to allow for free discourse and recommendations. She stated that if they come forth with a recommendation that is not in the best interest of the town, the Selectmen do have a way of controlling that without the appearance of trying to control people. She feels that there is a difference there. Chairman Danforth agreed and stated that they have done this.

Selectman Galemme stated that if this is a situation where someone wants to be on it, they can be on it, then why are we even voting on it. He also asked why it is guaranteed that these positions get reappointed. He asked Dwayne if these positions had been advertised for. Dwayne stated that they are continuously open. He stated that all positions are continuously open. Dwayne stated that this is a great discussion. He stated that for the past 13 months we have not been able to fill a position on the Planning Board until Matthew Qualls submitted his application last week. Selectman Drew stated that he has asked at least eight people that he feels would be an asset to the Board as well. Dwayne stated that the Selectmen do not necessarily have to reappoint them without having a discussion with them. He would recommend that the Selectmen have them in to have a discussion with them. He stated that the Board needs to make this decision.

Dwayne wanted to give the Selectmen some of the facts. They have been seeking applications. The way the process works is that it is a continuously open application process. Anytime anyone applies to the Planning Board, he keeps the application until an opening comes up. There has been an alternate position open for the past 13 months and he has not received any. Dwayne stated that it is not unique to North Berwick. He stated that Planning Boards have a tendency of swinging. He agrees that you want that balance but you don't want to stranglehold it so that you don't get any economic development in town because that is our lifeblood. It creates jobs and economic opportunities in our community as well as keeping our taxes at a low rate. Dwayne stated that these are things for the Selectmen to keep in mind and he does feel that there is some merit in people giving up a lot of their time and effort. Dwayne also stated that one of the people being considered for reappointment never said a word at the last meeting.

Selectmen Drew motioned to have Barry Chase and Rick Reynolds to come in for a discussion at the next meeting.

Matthew Qualls stepped forward to discuss his application for the position on the Planning Board. He stated that he is originally from Tennessee and moved here six years ago with his family. He has a Bachelor of Science in Business Administration degree. He is a developer and has been providing solutions to people for 16 years. He works at Hussey Seating. He is always looking for solutions to help wherever he is at. He has never really been much into clubs. What drove him to participate in his community more is coming to some of these meetings and listening to the discussions. He stated that at the last meeting with the Planning Board, he felt like they were not connecting and were missing a point of view. He went home and looked up information on the Planning Board members to see who they were and found that one was a concrete builder and one was a residential builder. He started seeing that the diversity was not there. He wants to make his community as strong as it can be and he feels that he can bring something to the Board. He stated that he has an agricultural side. His father raised cows but was also a doctor. He feels that he has a well diverse set of skills. He comes from a family of seven kids so he knows what it takes to work together to get things done. He feels that the current Planning Board members sees certain interests but not of the majority of the people here in Town. He stated that he has a lot of hobbies. He likes biking, beer making and beekeeping.

Dwayne stated that he would like to defend some of the Planning Board members. The situation that they were in at the last meeting, is not indicative of the entire Board. They had no idea what was going on and actually thought the Selectmen had set them up. Dwayne also stated that there is some diversity. There are two builders on the Board, one member makes plastics, one member is an ex-farmer and currently works for a printing company, one that is an accountant and one that is a structural engineer. He stated that one thing that happens at the Planning Board level that not everyone sees, is that there are always two sides to every story. Dwayne stated that as staff, they receive a lot of complaints. He stated that at least 9 out of 10 calls are not people calling to say what a good job they are doing. Dwayne asked Mr. Qualls if he perceived agriculture as small agriculture and what is his perception of large agriculture. Dwayne stated that what he means by large agriculture is what his perception would be of swift farms moving into town with 3,000 hogs or a Turner Egg Farm deciding to move to North Berwick with 50,000 chickens. How do you see that integrating into the town of North Berwick? Even though we have Farm and Forest areas, they are still heavily populated residential areas and atmospheres. Mr. Qualls stated that the way he sees it is that these large farms are currently permitted in the Farm and Forest area. However, he is assuming that, in the zoning there would be things listed that would protect the Town from them putting 3000 pigs right by the river. Dwayne stated that one of the issues is that we currently don't have anything in the zoning ordinance right now. Mr. Qualls stated that the Planning Board should have the measures in place that would protect people's health. Dwayne stated that the majority of our Farm and Forest zone has zero protections. Selectman Cowan asked what the percentage was of Farm and Forest in the Town and Dwayne state that it was over 50%.

Selectman Cowan asked Mr. Qualls how he will get his voice heard on the Board with the current members. Mr. Qualls stated that he feels that it is more of him just being there and putting his voice forward for everyone to hear. He just thinks that there needs to be different points of view brought up. He stated that he would be comfortable in that role.

Dwayne stated that we are the largest industrial town in all of Southern Maine. Pratt & Whitney is the largest industrial manufacturer under one roof in the State of Maine. He asked Mr. Qualls what his thoughts were on industry as well as commercial development. Mr. Qualls stated that he likes what we have here in North Berwick. He doesn't like someplace like Wells that has signs everywhere. However, he does work at Hussey and he would not be against industry. He likes to have a job and would like his kids to have jobs. He feels that it would be great in some parts of the town.

Selectman Galemme motioned to accept Matthew Qualls as an alternate on the Planning Board. Selectman Cowan seconded the motion. VOTE: 4-0

6. Other Business – Executive Session – Poverty Abatement

Dwayne stated that the Town of Lebanon has had some issues with their Rescue Department. They really don't have a Rescue squad and they have been relying on Sanford and North Berwick to handle all of their calls. Our mutual aid agreement states that we will help when we can but we are not the first responders. Both Sanford and North Berwick told Lebanon that they would help them with their issues for a time period. However, nothing is changing. The City of Sanford started the process that if they are going to be Lebanon's first responders, the citizens of Sanford should not have to bear the cost. Our Rescue Squad started the same process because Lebanon started calling us instead of Sanford. North Berwick Rescue and Sanford have sent Lebanon a letter stating that they will charge \$2,000 for every time they call and we are the first responders. Chairman Danforth asked if there was some sort of legitimacy behind the dollar amount. Dwayne stated that there was and it probably doesn't even cover the cost. The biggest concern is the strain on our squad. Selectman Cowan stated that she is all in favor of supporting our neighboring towns when we can, but she thinks that the bottom line for us is that we need to take care of our own needs first.

Dwayne stated that there was a letter from Chief Peasley discussing some of the things that they have been working on. He stated that Pratt & Whitney gave them a grant to purchase body worn cameras. He stated that we had cameras in our cars but they really weren't working very well. They have had them for about a month now. Dwayne states that what the officer sees is what the camera sees. The Police department has also created a Facebook page to try and get more active with social media. The other thing in the letter is that they are planning a very large scale EMA event. It will be a multiple jurisdictional event that will be done at the high school. Selectman Cowan asked if the school officials were aware and Dwayne stated that they are actually part of the planning process. They are looking to do it in the fall of 2015. Dwayne stated that it has been a long time since they have done one of these training events.

Dwayne stated that he had received a letter from the Brownie Troop 1879. They are asking that the Town look at bike trails within the town. He stated that it is a great idea to promote biking. The problem would be the cost for constructing it. Dwayne stated that another option is the Eastern Trail. Selectman Drew stated that they are really just looking for a place to ride. Selectman Cowan asked if they had any parcels in town where they set up a place for them to ride their bikes. She asked if the Community Center would be a place where they could set something up. Selectman Drew stated that they already had a trail there that they could use, but

Dwayne stated that it was never completed. Dwayne stated that the trail was supposed to be a walking trail and you need to get down some steps for part of it. Dwayne pulled up an aerial view of the Community Center to show the members where the trail was supposed to be. Selectman Galemмо stated that it would be great if they could finish that walking trail. Dwayne stated that they can look into it and see what the cost would be. Selectman Galemмо would like them to complete the whole walking trail that was originally designed as well as make part of the path a bike trail as well. Selectman Cowan stated that it would make sense to do something there because of all the other activities that go on there.

7. Review and Approve Warrants and Correspondence

Warrant: November 25, 2014	- \$ 0.00
Warrant: December 2, 2014	- \$ 32,337.20

Selectman Galemмо motioned to approve the Warrant of December 2, 2014 for the amount of \$32,337.20. Selectman Cowan seconded the motion. VOTE: 4-0

8. Adjournment:

Selectman Drew motioned to adjourn the meeting at 9:27 pm. Selectman Cowan seconded the motion. VOTE: 4-0

Respectively submitted,
Susan Niehoff, Stenographer

Original to Town Clerk

Chairman: Paul Danforth

Selectman: Charles Glemmo

Selectman: Elaine Folsom

Selectman: Gregg Drew

Selectman: Wendy Cowan